

**Architectural Review Board
Minutes
(Via Tele-Conference)
October 5, 2020**

MEMBERS PRESENT: Kristina McManus, Debra Smalls, Sally Gillespie, Lee Padgett, Linda Abate', & Dwayne Vernon

MEMBERS ABSENT: Kevin Jayroe

OTHERS PRESENT: Tracy Gibson & Debra Grant

- I. Call to Order**
- II. Public Input: None**
- III. Approval of minutes for September 14, 2020;** Ms. Gillespie made a motion to approve the minutes as submitted, seconded by Ms. McManus; the motion was carried 4 to 0 by a roll call vote. *(Mr. Vernon and Ms. Abate' were not present for the September meeting)*
- IV. New Business:**

- 1. Mr. Doug Doscher** is requesting the approval to construct a 12 x 12 detached storage lean to shed at 315 Queen Street. **Tracy Gibson/City Staff** told the Board that the owner is seeking the approval to construct a new storage shed. **Mr. Doug Doscher/owner** said this 12 ft. squared, detached storage shed would have a lean to roof and will be designed to look like the main house as much as possible. It will have a metal roof, 4' lap siding (fiber cement board), and built on a slab. The shed will be located in the rear of the property and will not be seen from the street. **Ms. Gillespie** told the owner that the smooth side of the lap siding should be shown on the outside. **Mr. Vernon** asked about the metal roof. **Mr. Doscher** said it will match the metal roof on the main house. **Mr. Vernon** told the owner that the window should have the same 4 inch casing as the double doors. *(There was a discussion about the metal roof being a standing seam or multi ribbed; Mr. Doscher said whatever is on the main house is what he will install on the shed).* **Mr. Vernon** suggested that the window be a 2 over 2 to match what is in the main house. **Ms. Gillespie** said because this is in the rear of the property and a secondary structure, the window could be a 2 over 2 or a 1 over 1.

Motion: **Mr. Vernon** made a motion to approve the application as submitted, with the following clarifications: (1) the siding will have the smooth side facing out, (2) the metal roof will match the metal roof of the main house, and (3) there will be a 4 inch casing around the window (2 over 2 or 1 over 1). Citing Design Standards for Residential Properties; Chapter 4; Section 20.0; page 83 (Garages, Sheds, Outbuildings & Ancillary Outdoor Structures), seconded by Ms. Smalls; the motion carried 6 to 0 by a roll call vote.

- 2. Mr. & Mrs. Robb** are requesting the approval to enclose an existing screened porch at 914 Prince Street. **Tracy Gibson/City Staff** told the Board that the owners would like to enclose the existing rear screened porch with windows. **Ms. Robb/owner** said the desire is to install windows in the existing screened porch to make it more compatible to the home. **Ms. Gillespie** asked about the details between the windows on the submitted drawings. **Ms. Robb** said this detail is seen throughout the house. There will be side lights on the sides of

the entry door. **Ms. Abate'** asked about the light fixtures. **Ms. Robb** said the light fixtures will be moved from the front of the house and installed at the back entrance.

Motion: Ms. Abate' made the motion to approve the application as submitted, citing Design Standards for Residential Properties; Chapter 3; Section 17.0; page 68 (Windows & Shutters), seconded by Ms. McManus; the motion carried 6 to 0 by a roll call vote.

3. **Mr. Stephen J. Lee** is requesting the approval to replace a front entry door and windows at 412 Orange Street. **Tracy Gibson/City Staff** told the Board that the owner would like to replace the front entry door and windows at the home. **Mr. Chris LePera/All American Restoration**, said the siding on the home will be repaired, the windows will be replaced; because there is currently 4 different kinds of windows, Mr. LePera asked for guidance from the Board. **Mr. Vernon** asked if the screen will remain on the front porch. **Mr. LePera** said yes, the screen will remain; and the roof would be re-done. The windows will be replaced with vinyl windows. **Ms. Gillespie** said multi paned windows are more appropriate for this house, but because the house is not contributing another type of window could be used for insulation. **Ms. Abate'** asked if the front door was being replaced. **Mr. LePera** said the bottom of the door is rotted and it will be replaced. **Mr. Vernon** said the door requested is not appropriate for this style of home. It was concluded that the windows would be 6 over 6 vinyl, true divided or simulated divided with 1 x 4 casing, and the door would be a solid 6 panel wood door. **Mr. Vernon** asked if the existing shutters were going to remain. **Mr. LePera** said shutters are not in their scope of work, and the existing shutters are not going back.

Motion: Mr. Vernon made a motion to approve the application as submitted; with the understanding that the windows will be 6 over 6 vinyl windows (true divided or simulated divided) with 1 x 4 casing, and the entry door is a solid 6 panel wood door; citing Design Standards for Residential Properties; Chapter 3; Section 17.0; page 68 (Windows & Shutters) and Section 8.0; page 41 (Doors & Entrances), seconded by Ms. Abate'; the motion carried 6 to 0 by a roll call vote.

V. Preliminary Review

1. **Mr. David Kossove** is requesting the preliminary review of his project at 916 Front Street. **Laura Helminski/SGA/NW Design** said this building is an existing restaurant, the owner would like to make an addition to expand the kitchen, a bar pavilion, and dining pavilion. The block wall that is owned by the City will be rebuilt using brick and there will be an entry gate for access from the rear parking lot. **Ms. Abate'** asked if the front facade will be changed. **Ms. Helminski** said no changes will be made to the front façade at this time. **Ms. Abate'** also asked about the entry from the back of the building. **Ms. Helminski** pointed out the rear entry gate on page A202 of the design drawings submitted. **Mr. Padgett** said in speaking with Mr. Kossove, he was told that the new addition will not be constructed of brick, but it will be fiber cement siding. The doors will be a clear vinyl roll up, there will be windows above the roll ups. There will be greenery on the site. **Ms. Abate'** had concerns about the additional water that will run off the building and where it will be routed. **Ms. Helminski** said Mr. Kossove is working with City to address the drainage issues. **Mr. Vernon** asked about the verticals between the garage roll up doors and the columns shown on page A203. **Ms. Helminski** said the relief is very minimum, but she would have to check with the

design team on the exact amount. **Mr. Vernon** suggested that the formal application have as much details as possible. *With there being no further questions or concerns by the Board or Ms. Helminski, the discussion ended.*

VI. Board Discussion

VII. Adjournment: With there being no further business the meeting was adjourned.

Submitted By,

*Debra Grant
Board Secretary*